



Yellow Pages

www.firstassembly.fm/team/

Area of Responsibility	Primary Contact	Secondary Contact
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A

Accounts Payable	Faye Wiedenmeyer	Katlyn Nap
Accounts Receivable	Faye Wiedenmeyer	Katlyn Nap
Adult Education Coordinator	P. Andrew Berggren	Lisa Donelson
Adult Education Materials	P. Andrew Berggren	
Altar Ministry Pastor	P. Brad Lewis	John Syverson
Arena Administration	Lisa Donelson	
Arena Programming	Lisa Donelson	
Attendance Report	Lisa Donelson	
Audit	Faye Wiedenmeyer	
AWANA	Alexandra (Allie) Jones Sarah Wallace	P. Michael Keating

B

Background Checks – Employees	Faye Wiedenmeyer	
Background Checks – Volunteers & Missions	Lisa Donelson	
Baptism Certificates	Diane Wagner	
Baptism Committee	P. Andrew Berggren	P. Brad Lewis
Benevolence Applications	Diane Wagner	
Board Meeting Reports	Faye Wiedenmeyer	
Bookkeeping	Faye Wiedenmeyer	Katlyn Nap
Budget Planning / Management	Faye Wiedenmeyer	
Building Committee	P. Bob Jerger	
Building Maintenance	Rick Almer	P. Bob Jerger
Bus/Van Check-out/in	Stephanie Kost	P. Bob Jerger

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C

Calendar /Facility Usage	Lisa Donelson	Diane Wagner
Canvas (Young Adults)	P. Andrew Berggren	Holly Orth (Intern)
Chi Alpha (College)	P. Brad Lewis	P. Stephen Glasser P. Steven Widner Kasey Widner
Chi Alpha Graphics & Tech	Stephen Glasser	
Chi Alpha Intern Program: Coordinator (CMITs)	P. Brad Lewis	P. Stephen Glasser
Chi Alpha Volunteer Pastors	Whitney Leedahl – NDSU Women Nate Leedahl- NDSU Men Samantha Almanza – NDSU Women	Aaron Moser – MSUM Men Kelly Moser – MSUM Women
Children’s Ministry (CM)	P. Sharon Ona	P. Michael Keating
CM: JBQ Leaders	P. Sharon Ona	
CM: SUN Night (AWANA)	Alexandra (Allie) Jones Sarah Wallace	P. Michael Keating
Christmas Eve Service Set-up	P. Andrew Berggren	
CMIT Program Coordinator	P. Brad Lewis	P. Stephen Glasser
Communion Team	Andrew Digre	P. Andrew Berggren
Communion Supplies	Becky DesChene	
Computer IT	Lisa Donelson	
Concert Event: Facility Coordinator	Lisa Donelson	
Concert Event: Tech Coordinator	P. David Schuster	
Connection Card Reports	Lisa Donelson	Diane Wagner Stephanie Kost
Contributions	Faye Wiedenmeyer	Katlyn Nap
Crafter’s Retreat	Susan Larson	Becky DesChene
Creative Arts – Media	P. David Schuster	
Creative Team	P. David Schuster	
Credit Card Accounts	Faye Wiedenmeyer	
Custodian	Rick Almer	Trenton Oakes, Michael Gonzer

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D

Deacon	Abraham Ayebo	
Deacon	David Heideman	
Deacon	Garrett Henrich	
Deacon	Del Losing	
Deacon	Nate Mattison	
Deacon	Phil Sondreal	
Deacon	John Syverson	
Deacon	Sahr Thomas	
Deacon	Bennett Uhler	
Deposits	Faye Wiedenmeyer	Katlyn Nap
Digital Signage	P. David Schuster	Lisa Donelson
District Council Coordinator	Lisa Donelson	
Drop Box Content	Katlyn Nap	Faye Wiedenmeyer

E

Event Coordinator	Lisa Donelson	
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F

Facility Scheduling & Coordination	Lisa Donelson	
Financial Oversight Committee	Mark Uhler	P. Bob Ona
Fine Arts	Stephanie Kost	
Fresh Start Ministry	Brady Kelly	Diane Wagner (Admin. Assist.)
Funeral Coordinator	Diane Wagner	P. Sharon Ona
Fresh Start (Living Free)	Dustin Wallace	

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G

Graphic Design	Andrea Steele	
Guest Services	Tate Stephens	P. Andrew Berggren

H

Hospital Visit Information	Diane Wagner	
Hospitality	Tate Stephens	P. Andrew Berggren

I

Information Technology	Lisa Donelson	
Intern Canvas	Holly Orth	
Intern Chi Alpha	Cole Scherbenske	
Intern Chi Alpha	Ryan Kockelman	
Intern Chi Alpha	Nathan Currier	
Intern Fresh Start	Dustin Wallace	
Intern Hospitality	Tate Stephens	
Intern Missions	Katlyn Nap	

J

Jail Ministry (Fresh Start)	Brady Kelly	Diane Wagner (Admin)
Jail Ministry Liaison	Brady Kelly	Ron Weiss (Clay County) Mike Sonju (Cass County)
Jail Ministry (Living Free)	Dustin Wallace	
JBQ – Junior Bible Quiz	P. Sharon Ona	

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K

Key Control	P. Bob Jerger	Rick Almer
Key Control – Vehicles	Stephanie Kost	Bookkeeping Office*
Kitchen	Becky DesChene	Val Gunther

L

Landscaping	Rick Almer	Bill Rice
Lobby Digital Signage	P. David Schuster	Lisa Donelson
Living Free Class (Fresh Start)	Dustin Wallace	

M

Marriage License Preparation	Diane Wagner	
Media – Creative Arts	P. David Schuster	
Media Publications	P. Sharon Ona	
Membership Approvals	Deacon Board	
Membership Record Data Entry & Communication	Lisa Donelson	
Membership Interviews	P. Andrew Berggren	
Men’s Luncheons	P. Cal Thompson	Diane Wagner (Admin)
Mission Chicago	P. Cal Thompson	Stephanie Kost
Missions Committee	P. Bob Jerger	Katlyn Nap (Intern)
Missions	P. Bob Jerger	Katlyn Nap (Intern) Diane Wagner (Admin Asst)

N

Network IT	Lisa Donelson	Dale Olson
New Beginnings	Richard Dietrich	Dustin Wallace

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O

Office Supplies	Becky DesChene	
On-Call Pastor Scheduling	Diane Wagner	P. Bob Ona

P

Parent / Child Dedications	Diane Wagner	
Pastor (Canvas)	P. Andrew Berggren	Holly Orth
Pastor, Lead (Chi Alpha)	P. Brad Lewis	
Pastor, Associate (Chi Alpha)	P. Stephen Glasser	
Pastor, Associate (Chi Alpha)	P. Steven Widner	Kasey Widner
Pastor, Lead (Children's Ministry,)	P. Sharon Ona	
Pastor, Associate (Children's Ministry)	P. Michael Keating	
Pastor (Lead)	P. Bob Ona	
Pastor (Missions)	P. Bob Jerger	
Pastor (Relationship Development)	P. Dave Leedahl	
Pastor (Senior OASIS)	P. Larry Gunther	
Pastor (Small Groups)	P. Andrew Berggren	
Pastor (Worship Ministry)	P. David Schuster	
Pastor (Youth)	P. Cal Thompson	
Payments	Faye Wiedenmeyer	
Payroll	Faye Wiedenmeyer	
Phone System/Voicemail	Lisa Donelson	Dale Olson
PLACE Ministry Assessments	Natalie White	P. Andrew Berggren
Premarital Classes	P. Brad Lewis	Diane Wagner
Prime Time Choir Coordinator	Vicky Wang	Diane Wagner
Printed Materials	P. Sharon Ona	
Printer/Copier	Lisa Donelson	
Prophetic Ministry Team	P. David Schuster	
Purchasing Supplies	Department Responsibility	

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Q

Quarterly Giving Statements	Faye Wiedenmeyer	Katlyn Nap
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R

Receptionist, Main Lobby	Diane Wagner	Stephanie Kost Brenda Frisk Becky DesChene
Relationship Development (Discover First)	P. Dave Leedahl	P. Bob Ona
Rides to Church	Gerald Aberle	Brady Kelly, Brad Shaffer

S

Sanctuary – Cameras	P. David Schuster	
Sanctuary – Projectors	P. David Schuster	
Sanctuary – Set Designs	P. David Schuster	
Sanctuary – Sound	P. David Schuster	
Sanctuary – Stage Lighting	P. David Schuster	
Sanctuary – Video Production	P. David Schuster	
Sanctuary Resource Team	Trent Oakes	
Security Committee	Tate Stephens	
Senior Adults Ministry	P. Larry Gunther and Val	P. Sharon Ona Brenda Frisk
Small Groups	P. Andrew Berggren	Lisa Donelson
Social Media Coordinator	P. David Schuster	Stephanie Kost
Software Information	Lisa Donelson	P. Bob Ona
Software Licensing	Lisa Donelson	P. Bob Ona
Special Event Volunteer Coordinator	Lisa Donelson	Andrew Berggren
Staff IN/OUT Calendar	Diane Wagner	
Staff Meeting Facilitator	P. Bob Ona	

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T

Tech – Arts	P. David Schuster	Zach Ballard
Technology - Information	Lisa Donelson	

U

Upward Sports	Stephanie Kost	Brad Shaffer
Ushers	Tate Stephens	P. Andrew Berggren

V

Vehicle Driver Updates	Lisa Donelson	
Vehicle Maintenance	Phil Landman	P. Bob Jerger
Vehicle Reservations	Stephanie Kost	
Video Announcements	Andrea Steele	
Voicemail & Phone System	Lisa Donelson	Dale Olson
Volunteer Applications	Lisa Donelson	

W

Water Baptism	P. Andrew Berggren	P. Brad Lewis
Website Content	P. Sharon Ona	Andrea Steele Brenda Frisk
Website Design	P. Sharon Ona	Andrea Steele
Wedding Coordinator	Becky DesChene	P. Sharon Ona
Wedding Facilitators	Becky DesChene Diane Wagner	P. Sharon Ona
Women’s Ministries	P. Sharon Ona	Becky DesChene Lisa Donelson
Worship Arts	P. David Schuster	
Worship Prayer Teams	P. Brad Lewis	John Syverson

Area of Responsibility	Primary Contact	Secondary Contact
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X, Y & Z

XA (Chi Alpha)	See Chi Alpha	
Young Adults (Canvas)	P. Andrew Berggren	Holly Orth (Intern)
Youth Assistant	Daniel Lewis	P. Cal Thompson
Youth (Grades 6-8)	P. Cal Thompson	Stephanie Kost
Youth (Grades 9-12)	P. Cal Thompson	Stephanie Kost
Youth – Event Planning	Stephanie Kost	P. Cal Thompson
Youth – Visitor Follow Up	Stephanie Kost	P. Cal Thompson
Youth – Volunteers / Leaders	P. Cal Thompson	Stephanie Kost
Youth – Weekly Events	P. Cal Thompson	Stephanie Kost
Youth – weekly set-up	P. Cal Thompson	Stephanie Kost
Youth Event Planning	Stephanie Kost	P. Cal Thompson
Youth Administration	Stephanie Kost	
Youth Ministry Pastor	P. Cal Thompson	Daniel Lewis Stephanie Kost
Youth Tech Coordinator	Brandon and Laura Grove	Jacob Lewis, Gabe Retzlaff
Youth Worship Leader	Sabrina Fogderud	Daniel Schuster Stephanie Kost